

## **Executive Committee Meeting Minutes –Monday, September 12, 2005**

Chairman Dwyer called the meeting to order at 8:30 a.m. and led the committee in the Pledge of Allegiance.

**Present:** Chair James Dwyer, County Board Supervisors Patricia Haukohl, Walter Kolb, Richard Manke, William Mitchell, Duane Paulson, Duane Stamsta.

**Staff Present:** Legislative Policy Advisor Mark Mader, Legislative Policy Advisor Dave Krahn, Chief of Staff Lee Esler, Office Services Coordinator Windy Jicha.

**Also Present:** WCFLS Executive Director Tom Hennen, Director of Administration Norm Cummings, Budget Specialist Linda Witkowski, Director of Parks and Land Use Dale Shaver, Airport Manager Keith Markano, Thomas R. Hefty, Supervisor Rodell Singert, Chief of Staff Allison Bussler, Information Systems Manager Mike Biagioli, Collections and Business Services Manager Sean Sander, Register of Deeds Mike Hasslinger, Deputy Register of Deeds Chris Crouch, Budget Manager Keith Swartz, Deputy Director of HHS Don Maurer, Administrative Services Manager Russ Kutz, Land Information Systems Manager Don Dittmar, Parks System Manager Jim Kavemeier.

### **Public Comment**

Singert said he would like the county board to write a letter to state elected officials asking them for a quicker response on a waiver for reformulated gas. He would also like the county board office to write a congratulatory letter to Eugene Kraus in celebration of his 60<sup>th</sup> anniversary. Kraus was a Waukesha County Supervisor for 20 years.

### **Discuss and Consider Appointment 160-A-019: of Thomas R. Hefty as County Executive**

Dwyer introduced Hefty to the committee. Hefty said he's honored and privileged to have been invited to take on this role. In this position, he is looking for continuity and a smooth transition. Hefty briefly outlined his background in business and business transitions.

MOTION: Manke moved, Haukohl second, to approve Appointment 160-A-019.

Mitchell said he hopes the county takes advantage of Hefty's experience. Mitchell said he hopes Hefty will bring any improvements he finds to the county board's attention.

Esler said in the appointment letter, it says that Hefty is "Of Counsel" with the Reinhart Boerner von doren law firm while the newspaper said he is retired. Which is it? Hefty said he retired from Blue Cross. Being "Of Counsel" means that he is an advisor to the Reinhart law office. He is also an adjunct professor at Ripon College and a member of several economic development committees and three boards. He considers himself semi-retired with three part time jobs.

Dwyer said for the time he is the County Executive, Hefty is taking a leave of absence from Reinhart and WCEDC. Hefty said he has chosen to fulfill his teaching commitment at Ripon College because the classes have been arranged and students are enrolled.

Motion carried: 7-0.

### **Discuss Senate Bills 272 and 273 which Make Various Changes to the State Statutes Governing the Organization and Funding of Public Libraries**

Hennen said both of these bills have a long history. Hennen was on a task force four years ago where the language for these bills was developed. The last Act 150 committee endorsed the language in these bills. He came to the meeting today to ask the committee to endorse a position they have endorsed in the past. The

Federated Library Board endorses these the bills. Senate Bill 273 was written by library people to basically clean up the language in the state statutes. The issue to be cleaned up refers to capital costs. The bill says that in those counties that tax for libraries, capital costs wouldn't be included in the mill rate for individual municipalities. The bill is not aimed at Waukesha County. Senate Bill 273 takes care of a potential problem.

Hennen said Senate Bill 272 establishes minimum standards for libraries in the state. These standards are not relevant for Waukesha County because they are so minimal as compared to our current standards. This bill is aimed at smaller libraries in the state.

He would like the committee to endorse the bills with an amendment to SB 273. The committee is familiar with problems associated with crossover borrowing. SB 273 allows crossover borrowing but it doesn't require any system to enforce crossover borrowing from member libraries. Right now this isn't an issue but if Waukesha County continues to see libraries merge, it will eventually run out of ways to move money around from crossover borrowing. The amendment he would like to SB 273 would give county boards the authority to enforce crossover borrowing. There are two ways to enforce crossover borrowing either through the county board or the system board. If the system board is required to enforce crossover borrowing, libraries are pitted against each other. If a library refuses to pay, they can remove themselves from the library system, which equals lost funding for the system. If the county board enforces crossover borrowing and a library refused to pay, it would be taxed twice, once on the county level and once on the municipal level. There would be an economic incentive for libraries to pay their crossover charges. If this bill is to be passed, it needs to include language for county board enforcement of crossover borrowing. Currently there is permissive language in the bill so the county board can decide whether or not they want to enforce it.

Krahn said support of these bills and the amendment has statewide effect and makes sense for all counties including Waukesha County.

MOTION: Mitchell moved, Haukohl second, to support Senate Bill 272 and 273 with Senate Bill 273 amended to include language that gives the county board oversight of crossover borrowing enforcement. Motion carried: 6-1 (Kolb voted no.)

### **2006 – 2010 Capital Projects Plan Overview**

Cummings said the 2006 – 2010 Capital Projects plan is 10% less than last year's plan. This reflects the third year of a voluntary levy limit freeze. The county has to tighten both operating expenses and capital budgets. In Waukesha County it is a priority to maintain the facilities we have before we expand them. The highway projects are continuing but they have been planned differently. One major change in the plan is a one-year delay in the secured courts building. The delay recognizes that several issues need to be dealt with regarding design and access. Also, the original study brought the cost of the building in under \$14 million. The cost of latest design plans range from \$15 to \$24 million. Another reason for the delay is to allow time to discuss options and impacts. There are a lot of issues to look at. Dwyer didn't think all the issues could be addressed in the coming year.

Witkowski discussed format of the hard copy of the capital projects plan. Items underlined within the project descriptions are additions to projects while cross outs are deletions. Dwyer said the capital plan was put together before Hurricane Katrina hit. The cost of building supplies right now is skyrocketing.

### **Review, Discuss and Consider 2006 – 2010 Capital Projects Plan Relative to Information Systems and County-Wide Technology Projects (Items 47 - 57)**

Item 47 Tract Index Replacement – Cummings, Sander, Biagioli and Hasslinger were present for this project. This project is being initiated in 2007 in conjunction with the DOA and the county cashing capital project.

Because documents are received and assigned document numbers in the cashiering application, it is crucial that the cashiering application and the Tract Index application share this data. The intent of this project is to replace the in-house Oracle based Tract Index with a single-source application from an outside vendor that will incorporate these functions. The Tract Index is a database that indexes all records associated with real estate that are submitted to the Register of Deeds and allows users to find individual documents by a variety of parameters. Some of the funds for this project will be used to study the current process interactions between cashiering, imaging and tract index applications. The annual maintenance cost is estimated at \$25K to \$45K, based on estimates from vendors and a 15% of initial cost rule-of-thumb estimate.

Hasslinger said there are ten different software packages that need to communicate with each other. If we go to a single source, this will reduce problems with the systems.

Mitchell said he hopes that someone is “steering the ship” and looking at the big picture when looking at these projects. He would like to see continuity in the projects. Biagioli said that is the general plan we are driving toward.

Esler asked what do other counties use? Hasslinger said the majority of counties throughout the state have stand-alone systems. Some counties have taken their cashiering system and set it up with modifications for other departments to use. The needs in the Register of Deeds office are very complicated. Cummings said some jurisdictions have found a way to use one cashiering system.

MOTION: Haukohl moved, Mitchell second, to tentatively approve item 47. Motion carried: 7-0.

Item 48 HHS Automated System – Biagioli, Sander, Cummings and Maurer were present to discuss this project. The required modifications to People Link to properly interface with WiSACWIS, HRIS and the Avatar PM module have greatly exceeded IS’s original estimates. This situation is not expected to diminish and is anticipated to grow in complexity as additional automated functions are added to support HHS. The basic in-house knowledge, although well documented, will continue to require significant attention by the IS staff assigned to support HHS. This will hinder knowledge sharing and increases the risk of lost knowledge and productivity in the event one of those staff members leaves the county. Automation of HHS business processes has been an objective for the county for more than 15 years. Phase two of the WiSACWIS Interface initiative allows for the fully automated interchange of WiSACWIS data from People Link to the State WiSACWIS system and the reverse interface of all WiSACWIS information into People Link.

Biagioli said currently we have a consultant working with HHS to study and make recommendations for an automation master plan. The report is due in October. The analysis should result in a clearly defined project plan for future of initiatives. Cummings said the plan will need to be modified as the county receives changes from the state. We need to anticipate scaling back some when changes come from the state. Cummings said Waukesha County is one of the most automated counties in the state. Maurer said smaller counties have a lot less automation than Waukesha County does.

MOTION: Haukohl moved, Stamsta second, to tentatively approve item 48. Motion carried: 7-0.

Item 49 Electronic Document Management System – Cummings, Sander and Biagioli presented this project. This project adds and expands imaging applications through the county. Several applications are now or soon will be Web-based providing records access where required to the general public or shared access within the confines of the county. Converting paper documents into electronic images provides users with a more time efficient records management tool to store, retrieve, display and disseminate information within the organization.

MOTION: Manke moved, Kolb second, to tentatively approve item 49. Motion carried: 7-0.

Item 50 Upgrade Collections (CUBS) System – Cummings, Sander and Biagioli presented this project. This project includes \$40K for an electronic interface between the HHS Avatar billing system and CUBS, which will significantly reduce the amount of manual work in referring delinquent accounts and increase the timeliness of referrals. This project replaces and upgrades the current CUBS system with CUBS new Aliant product, which is the foundation of their new generation of collection software products.

MOTION: Stamsta moved, Haukohl second, to tentatively approve item 50. Motion carried: 7-0.

Item 51 CITRIX Server Expansion – Cummings, Biagioli and Sander presented this project. The intent of this capital project is to expand the production use of the CITRIX server environment to include a majority of applications that are currently supported by our desktop PC infrastructure. The county has had a CITRIX server environment since 1999 and provides remote computing access using the CITRIX server environment to support the CLASS, SAMS and HRIS systems. Over the past two years, IS has been testing the CITRIX environment as a possible production environment to significantly enhance the computing capacity for desktop applications for the county. Several successful deployments utilizing the CITRIX server environment have pointed out that expanded usage can further offset expenses in several areas. Additional dollars are required for the project to fund contract services, servers, licenses and devices. When this initiative is complete, all future expansion of CITRIX for the county will come directly from the EUOTF as replacement costs.

Biagioli said by using thin client devices, the county will not have to pay contract staff to install new PCs in departments in 2006. The county will be able to use in-house staff for these services. The need for PC technicians to repair and update PCs in departments will be greatly reduced.

Esler said how is it determined who goes to thin client? Biagioli said it will be determined by which applications are used by area and user. Some vendors will not certify their software to run on a thin server. There could be both thin and fat devices in one department.

MOTION: Mitchell moved, Kolb second, to tentatively approve item 51. Motion carried: 7-0.

Item 52 Fiber and Wireless to County Facilities – Biagioli, Sander and Cummings presented this project. Biagioli said the additional infrastructure is to be funded through a COPs grant submitted in conjunction with Milwaukee, Ozaukee and Racine Counties and the City of Milwaukee. The grant requires a 25% match by the participating entities. The 2006 and 2007 initiatives will not be activated without the grant funding approval. The federal government is expected to approve COPs grant requests in fall of 2005. This project has the opportunity to allow the county to move technology forward as well as foster an opportunity to evolve interoperability between county municipalities as well as set the foundation for data sharing with other counties within the region as well as preparing the county for wireless broadband capability. SEWRPC strongly supports this regional project.

Esler said at the Information Management Panel meeting, Tuma was optimistic that we would get this grant. Esler asked what would be required to form a nonprofit that would form a network to develop and maintain a community based fiber or broadband broadcast infrastructure? Biagioli said he didn't know.

MOTION: Stamsta moved, Haukohl second, to tentatively approve item 52. Motion carried: 7-0.

Item 53 Telecommunications Solution and Infrastructure Analysis and Upgrade – Cummings, Biagioli and Sander presented this project. This project provides the funding necessary to evaluate alternatives and

provide telecommunication solutions for the county. To date, Centrex services, purchased on a lease basis from a third party provider, have resulted in the most cost effective and efficient telecommunication solution for the county. In 2006, this project provides \$50K for an outside expert to analyze and develop a plan/design to upgrade the county's infrastructure, which will allow transition to Voice Over Internet Protocol (VOIP) and possible integration with Wi-Fi technology. The consultant will identify the costs and best option for upgrading the county's network to add the reliability and predictable performance that VOIP requires including redundancy/uninterruptible power supply while lowering our overall infrastructure costs. This will enable us to move from constructing and maintaining our traditional two separate wiring systems to a single dual connection.

Cummings said we won't move forward with VOIP unless there is a return on investment.

Stamsta asked do we need to upgrade the switch and router? Biagioli said we will replace/upgrade the switch and router if the consultant identifies and recommends these changes.

MOTION: Manke moved, Stamsta second, to tentatively approve item 53. Motion carried: 7-0.

Item 54 Countywide Cashiering – Cummings, Biagioli and Sander presented this project. The scope of this project provides the county with a countywide cashiering solution to receive monies for services and receipting received funds. The single solution would provide back office functionality to automatically update diverse stand-alone accounts receivable systems and interface with the county's central financial system. This solution would compliment the currently supported functions and prepare for expanded usage. Recent changes in state and federal law allow electronic recording of real estate documents. A cashiering system that allows the Register of Deeds office to accept electronic documents for recording opens a new area of potential efficiency in document processing. This project will enable a centralized receipting function for the county. This study will also include evaluating the feasibility of electronic document imaging. Vendors have indicated that combining these studies will result in cost savings for the county.

Esler asked about the second paragraph on page two. Does the Treasure use a DOS based function? Sander said they went with the current vendor. The vendor no longer supports the Treasurer's old system and the old system does not interface with the new tax system.

MOTION: Haukohl moved, Mitchell second, to tentatively approve item 54. Motion carried: 7-0.

Item 55 Financial Operations and Management Systems Study – Cummings, Sander and Biagioli presented this project. This project funds a review of the county's overall financial systems environment and provides a strategy for improving the financial management processes. The project also funds a consultant to review and document the county's existing business processes and provide recommended best practice changes. The consultant would review all the various financial applications and provide recommendations on the most secure and efficient methods to transfer and store financial information. The provided documentation would include a data map to review the relationships between the various applications and identify opportunities for improvement. The project would require the consultant to perform a market and functionality analysis of the major "Tier I" and "Tier II" financial system and provide the county with recommendations on possible alternatives to Oracle.

Esler asked does IS lend itself to a five-year plan? Cummings said it is difficult to determine where technology will be in 2007.

Haukohl said there's a lot of money in 2006. If we need to cut money from capital projects, is there any project that could be delayed? If you had to prioritize your projects how would you do that? Dwyer said there

is a list of projects that didn't make it into the plan. Cummings said there were other projects of lower priority that aren't in the plan. These projects wouldn't be in the plan if they weren't necessary.

MOTION: Kolb moved, Haukohl second, to tentatively approve item 55. Motion carried: 7-0.

Item 56 Re-engineering IT Infrastructure – Biagioli and Sander presented this project. Biagioli said this project will conduct an information technology assessment and develop an all-encompassing information technology infrastructure plan to transition the current technology environment to the evolving business needs of the county. The plan will be used to coordinate, guide and maintain implementation and utilization of a variety of technologies for internal and external county users in the most efficient, cost effective manner. This initiative will ensure the county always has a four to five year view into the future. An RFP will be developed to select an external consulting partner for this project. Focus groups made up of critical end-users and IT staff will be utilized to obtain input and feedback and to develop a plan.

Mitchell said in Information Management Panel he questioned the amount of money to be spent on this project. Mitchell said he has faith in Biagioli's picture for the future of technology in Waukesha County. Biagioli said he doesn't have a crystal ball to see into the future so he'd rather have an expert evaluate the county's needs. He does the best job he can. Paulson said a consultant is the best way to go.

Esler asked if these consultants would work like an internal auditor? Who is the consultant partnering with? Biagioli said the consultant will partner with him.

Haukohl said she understands Biagioli needs help but isn't the description of what the consultant will do in Biagioli's job description? This is a lot of money to spend when we are "nickel and diming" other departments. She has concerns about the amount of money the county spends on consultants.

Stamsta said maybe Biagioli has too many responsibilities. Shouldn't the consultant's study indicate this? Maybe the department needs to be restructured? Biagioli said a departmental restructuring will be done before the consultant begins his work. Stamsta said this work is part of Biagioli's job.

Kolb said Biagioli is doing the best job he can so give him the money he is requesting for consultants. If you do not give Biagioli help, he will ask for more money or get a new job.

Paulson asked how was the cost of this project determined? Biagioli said they did cost comparisons.

Mitchell said he isn't questioning the amount of money spent on this project. He thinks Biagioli has the direction he wants to go in, in his mind. It's not unreasonable to spend \$250,000 for this project. He likes Biagioli's vision and trusts Biagioli to move forward without a consultant. Biagioli said we need this study to establish where we are and where we are going.

Dwyer said many times when we do a RFP, we know the direction we want to go and the answers we want. Will this person act like an auditor to evaluate our systems and make recommendations? Biagioli said he relies on the strength of his staff to get him through the day-to-day functions in the department. He would rely on the consult to tell him if there is too much going on in IS that doesn't need to be happening. He wants the consultant to help him put together a plan and bring the plan to an executable level.

Stamsta asked if the consultant would be involved in executing the plan? Biagioli said the consultant may or may not be involved in the execution depending on the results of the study. Implementation will be incorporated in the phased RFP.

MOTION: Haukohl moved, Stamsta second, to tentatively approve item 56. Motion carried: 7-0.

Item 57 Consolidation of Network Operating Systems – Biagioli and Sander presented this project. This project will develop a detailed return on investment analysis for a single Network Operating System Environment (NOS). The project will not proceed unless there is measurable and realistic return on the investment in two to three years. If the return on investment indicates the initiative should proceed, a staged implementation of the project will be put into place.

Haukohl said maybe the plan should not include 2007 money until they determine if it is needed? Biagioli said it is there as a placeholder. The project will not be implemented unless there is a realistic return on investment.

MOTION: Manke moved, Kolb second, to tentatively approve item 57. Motion carried: 7-0.

### **Approve Minutes of August 23, 2005**

MOTION: Manke moved, Haukohl second, to approve the minutes of August 23, 2005. Motion carried: 7-0.

### **Correspondence**

Dwyer distributed and reviewed the list of correspondence. He said Supervisors should request copies of the listed items from Jicha.

### **Future Agenda Items**

- How much money does Waukesha County spend on consultants and how is it determined when a consultant is needed?
- Legislative Discussion of WisDOT Formula on Local Participation
- Update on the Mental Health Center

The committee took a break for lunch.

### **Review, Discuss and Consider 2006 – 2010 Capital Projects Plan Relative to Parks and Land Use Department Projects (Items 37 - 46)**

Item 38 2010 Orthophotography – Dittmar said this project will update the digital terrain model (DTM) to reflect changes to the surface, which occur in 2005 and 2010 and also collect new orthophotography images of the entire county. Many county departments and divisions use the images. The 2005 photography will have six inch resolution and in color. The project will be done in conjunction with SEWRPC's planned collection of new orthophotography for their region. SEWRPC gives the county approximately \$20K for their portion of the project.

MOTION: Stamsta moved, Mitchell second, to tentatively approve item 38.

Paulson asked do we get any income from these pictures? Dittmar said we sell the product at the cost of reproduction. The Open Records Law does not allow the county to sell this product for a profit.

Mitchell asked is the \$800K the expected cost of the item or a space saver? Dittmar said the cost is a space saver. Due to the rapid changes in technology, he doesn't know what this project will be like in 2010 or what the cost will be. He doesn't anticipate the cost exceeding \$800K.

Esler asked do other counties take orthophotography pictures? Dittmar said Milwaukee County is getting the same product as Waukesha County. Higher resolution is needed in developing regions. The last time the

county did this, several municipalities paid extra for higher resolution. At that time, Dittmar discovered it cost less to pay for higher resolution for the entire county than to pay for it municipality by municipality. These images were used to develop the software at the Dispatch Center.

Motion carried: 7-0.

Item 37 Expo Center Compliance/Maintenance – Shaver said this project addresses the Expo Center's ADA compliance requirements, maintenance needs, energy efficiency recommendations, code updates, pavement management, safety and risk issues and infrastructure repairs. The projects are necessary for routine maintenance and code compliance and have no direct correlation in additional revenue generation for the Center. The energy efficiency updates are designed to lower utility costs. The routine maintenance activities are designed to prevent more costly repairs and maintenance.

MOTION: Haukohl moved, Manke second, to tentatively approve item 37.

Motion carried: 7-0.

Supervisor Stamsta left the meeting at 1:25 p.m. to attend another county meeting.

Item 39 Pavement Management Plan – Shaver said the Pavement Management Plan identifies pavement conditions based on the PASER rating system. The Expo Center was added to the plan in 2006 and 2007 to receive improvements including: rebuilding the main concrete stairs, expanding the west parking lot and paving exposition areas which are currently gravel west and north of the 4H Forum building.

MOTION: Manke moved, Haukohl second, to tentatively approve item 39.

Manke asked when will the county pave the road on the eastside of Northview? Kavemeier said they wanted to finish the Northview demolition before paving the road. There are other paving projects with higher priorities than this road. Esler said when the Public Works committee reviewed a project to demolish the garages at Northview, the committee was told that the road would not be paved until after the demolition is complete.

Motion carried: 6-0.

Item 40 Bikeway Pavement Improvements – Shaver said the New Berlin Trail received a \$500,160 CMAQ grant for construction in 2005. The project was funded at 80% with a 20% county match. These projects are not worked on until grant money is received.

MOTION: Haukohl moved, Paulson second, to tentatively approve item 40. Motion carried: 6-0.

Item 41 Lake Country Trail Phase III – Shaver said Phase III development of the Lake Country Trail completes the Lake Country Recreational Trail by extending the trail from CTH P in the Town of Summit to Roosevelt Park in the City of Oconomowoc. The City of Oconomowoc will provide a trailhead in Roosevelt Park. Construction of this phase will link county trail users to the Oconomowoc trail system.

Haukohl asked if Shaver had to reduce funding, could this project be delayed? Shaver said there are many partnerships involved in this project. If the grants become available, the county has put in a good faith effort in getting this project done. Kavemeier said the county has \$306,600 from the Stewardship Development for this project.

MOTION: Manke moved, Kolb second, to tentatively approve item 41. Motion carried: 6-0.

Item 42 Naga-Waukeez Park Storage Building and Carpenter's Shop – Shaver said this projects replaces an aging 4,800 square foot metal storage building and 1,460 square foot carpenters' shop with an 4,960 square foot combination storage building and carpenter shop. The project includes raising and removing the existing storage buildings, re-grading and surfacing the service yard and extending utilities.

MOTION: Haukohl moved, Kolb second, to tentatively approve item 42.

Mitchell asked how much is this building used? Shaver said all of these tasks have been centralized to one building in the county.

Motion carried: 6-0.

Item 43 Muskego Park Maintenance Building – Shaver said this project will replace an old metal shed used as the maintenance and park offices since the 1950's. The new facility will be approximately 3,200 square feet and consist of a public park office and support areas, heated shop and storage, cold storage, fuel tanks and service yard.

MOTION: Manke moved, Kolb second, to tentatively approve item 43. Motion carried: 6-0.

Item 44 Menomonee Park Maintenance Building – Shaver said this project replaces an old military building constructed in the early 1950's that is used as the maintenance and park office. The new facility will be approximately 3,200 square feet and consist of a public park office and support areas, heated shop and storage, cold storage, fuel tanks and service yard.

MOTION: Haukohl moved, Manke second, to tentatively approve item 44. Motion carried: 6-0.

Item 45 Park Restrooms Renovation – Shaver said the addition of flush restrooms in the picnic areas will be greatly appreciated by the parks users. Lack of flush restrooms is the most recurring complaint received by the department. The unpleasant odor of the vault restroom is not an agreeable experience even with increased pumping and using deodorants. Various companies have turned down the parks for company picnics because of the restroom conditions. The maintenance costs of the new facilities will increase because of the increased mechanical features. This cost will be somewhat offset by increased use.

Mitchell asked what is the cost per restroom? Shaver said it costs \$160K per building. These costs are inflated to 2010 terms. Mitchell said you can build a three-bedroom home in Waukesha County for \$160K. Kavemeier said the cost includes the storm and sanitary sewers, water supply, restrooms, furnace, electricity, gas hookup, etc.

Paulson asked do you intend to put electric to the picnic shelters at Minooka Park? Kavemeier said the county adds electricity to a few shelters each year. Minooka Park has a few picnic shelters with electricity.

MOTION: Manke moved, Haukohl second, to tentatively approve item 45. Motion carried: 6-0.

Item 46 Retzer Nature Center Maintenance Building – Shaver said this project would build provide a new building to handle maintenance functions and native plan handling facilities for Retzer Nature Center. Currently, these functions are spread out in various buildings that have a myriad of problems and safety issues that do not make them suitable for these purposes. The new facility would be approximately 3,200 square feet in size with two separate 20' by 60' poly greenhouses to accommodate the native plant nursery

activities. The maintenance building would consist of a small office, restroom, locker room, heated shop and storage, fuel tanks and service yard with five-car parking.

Kavemeier distributed and reviewed pictures of the current buildings at Retzer. He described the decrepit conditions of the current facilities.

MOTION: Haukohl moved, Mitchell second, to tentatively approve item 46. Motion carried: 6-0.

### **Review, Discuss and Consider 2006 – 2010 Capital Projects Plan Relative to the Waukesha County Airport Project (Items 35 - 36)**

Item 35 Phase I Safety Area Runway 29 EMAS (Waiver Granted) –

Item 36 Phase II Safety Area Runway 10 EMAS –

Markano said items 35 and 36 are being completed to improve the currently non-compliant runway safety area and object-free area to provide for standard dimensions. This project will require the installation of an engineering material arresting system (EMAS) to the west of runway 10/28 and east of the runway. This project would help ensure federal funding for future pavement projects on these runways. The State of Wisconsin pays 5% toward this project while the FAA contributes 90%. Waukesha County's contribution is taken care of in the design phase of the project.

Markano said the waiver mentioned in project 35 alludes to a small portion of the EMAS area that will remain in the reduced safety area. Markano displayed a map of the safety areas around the airport near Pewaukee Road and explained the significance of each area. The county is waiting for further determination from the EAA on the safety area. He explained that EMAS is a foamed concrete designed for a certain class of aircraft that has been in use for ten years. Recently it was approved for use with smaller aircraft. EMAS will give the county a ten- to fifteen-year plan. There are maintenance issues with this product the airport will need to follow. The Airport Commission thinks this is the best alternative.

Markano said currently with the types of aircraft at the airport, we can meet 80% of the users' needs. Hot weather becomes an issue for take-off for some types of aircraft at the airport. He doesn't anticipate that percentage changing.

MOTION: Paulson moved, Haukohl second, to tentatively approve item 35. Motion carried: 6-0.

MOTION: Haukohl moved, Manke second, to tentatively approve item 36. Motion carried: 6-0.

### **Committee Reports by Committee Chairs for the Following Meetings:**

September 9, 2005 – Judiciary and Law Enforcement – Mitchell said the committee reviewed the capital projects the Executive Committee will discuss on September 15.

August 16 and September 6, 2005 – Personnel – Paulson said the committee reviewed the sunset positions and retention/severance package ordinances. The committee didn't object to a new vehicle use policy. The ACCORD contract was ratified by the union while the Teamsters contract was not.

August 25 and September 8, 2005 – Public Works – Manke said at the meeting on August 25, the committee considered a bid for the installation of a new crane at the Waukesha County Central Fleet Maintenance Facility. At the meeting on September 8, the committee considered bids for Mental Health Center repairs and reviewed capital items #1 through #36.

August 17 and September 7, 2005 – Finance – Haukohl reported that at the August 17 meeting, the Finance Committee reviewed and ordinance to ratify the 2005–2006–2007 Deputy Sheriff collective bargaining agreement and heard reports on in rem foreclosure actions claims, general funds and strategic planning. At the September 7 meeting, the committee approved ordinances to amend the Sheriff's Department budget expenditure for seized funds, authorize UW-Extension to become a subcontractor with Medina Center, Inc.,

to borrow money from the recycling fund, create a capital project to upgrade the Mental Health Center, ratify the ACCORD bargaining agreement and approve 2006 employee retention/severance salary and benefits. At the September meeting, the committee heard reports on proprietary funds, collections, county equalized property values, contingency fund, grant/sunset positions, state tax levy freeze and capital projects.

August 16 and September 6, 2005 – Land Use – At the September 6 meeting, the committee reviewed capital projects for the Parks and Land Use Department and the Register of Deeds. They also approved an ordinance to borrow money from the recycling fund. At the August 16 meeting, the committee approved a zoning ordinance, considered an appeal of a sanitary ordinance and approved amendments to the county development plan.

September 8, 2005 – Health and Human Services – Stamsta was not at the meeting at this time to give a report.

**Motion to Adjourn**

MOTION: Paulson moved, Mitchell second, to adjourn the meeting at 3:12 p.m. Motion carried: 6-0.

Respectfully submitted,

Walter Kolb  
Secretary